

**APPLICATION FOR SIGN PERMIT  
ONLINE APPLICATION**

I, the undersigned, in consideration of the premises and advantages that will accrue to the owner of said property, on behalf of myself, my vendees, heirs and assigns, do hereby agree to save the City of Fairmont harmless from any and all damages which may arise or grow out of erection and maintenance of the sign or structure described below:

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Signature of Property Owner where Sign or Structure is to be Erected

**AND/OR**

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Signature of Tenant where Sign or Structure is to be Erected

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Address where Sign or Structure is to be Erected

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Name of Business

Telephone #

Type of sign or structure and material of which constructed: \_\_\_\_\_

Dimension \_\_\_\_\_ ft. by \_\_\_\_\_ ft.

Number of sides \_\_\_\_\_

Height above Sidewalk, Street or Alley \_\_\_\_\_

Amount and Manner of Illumination \_\_\_\_\_

Please provide plans and structural drawings to the Building Inspector.

\_\_\_\_\_ Pending

\_\_\_\_\_ Completed

Please file bond/liability insurances, with the City as co-insured with the City Clerk.

\_\_\_\_\_ Verified

\_\_\_\_\_ Completed

Temporary Sign \_\_\_\_\_

Permit Valid Until \_\_\_\_\_

I, a duly licensed sign contractor in the City of Fairmont, do hereby make application for permission to erect a sign or structure on the above named location.

Signature of Sign Contractor \_\_\_\_\_

Address of Sign Contractor \_\_\_\_\_

Telephone # of Contractor \_\_\_\_\_

Sign Contractor's Copy of Policy/Endorsement filed with the City Clerk \_\_\_\_\_  
Verified

Building Inspector Approved \_\_\_\_\_  
Date \_\_\_\_\_

(For Illuminated Sign)  
Electrical Inspector Approved \_\_\_\_\_  
Date \_\_\_\_\_

(For Insurance Validation)  
City Clerk Approved \_\_\_\_\_  
Date \_\_\_\_\_

(For Temporary Sign/Signature)  
City Manager Approved \_\_\_\_\_  
Date \_\_\_\_\_

Permit No. \_\_\_\_\_ Permit Fee \$ \_\_\_\_\_ Date Issued \_\_\_\_\_

**REQUIRED INFORMATION TO BE PROVIDED BY ALL SIGN APPLICANTS**

Please provide the following information below, on a separate sheet of paper:

1. Location of sign or structure within property lines, noting setbacks
2. Location of sign or structure from adjacent streets, alleys, sidewalks and/or existing outside curb lines
3. Sign Message
4. Method of support
5. Number of signs to be erected

NOTE: If applicable, permits and information on amount and manner of illumination must be provided to the Electrical Inspector. Phone 366-6211